

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE		PAGE OF PAGES	
				1		10	
2. AMENDMENT/MODIFICATION NO. 0002		3. EFFECTIVE DATE 18-Dec-2003		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO.(If applicable)	
6. ISSUED BY NAVSEA INDIAN HEAD 101 STRAUSS AVE. ATTN: JESSICA D. MADDOX INDIAN HEAD MD 20640-5035		CODE N00174		7. ADMINISTERED BY (If other than item 6)		CODE	
				See Item 6			
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)				X		9A. AMENDMENT OF SOLICITATION NO. N00174-04-R-0006	
				X		9B. DATED (SEE ITEM 11) 12-Dec-2003	
						10A. MOD. OF CONTRACT/ORDER NO.	
						10B. DATED (SEE ITEM 13)	
CODE		FACILITY CODE					
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input checked="" type="checkbox"/> is not extended.							
Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning <u>1</u> copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required)							
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.							
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).							
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:							
D. OTHER (Specify type of modification and authority)							
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) The purpose of this amendment is to provide questions and answers concerning the subject solicitation and to make changes to Section C, clause IHD 17. See page 2 for details.							
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
				TEL: _____ EMAIL: _____			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
_____ (Signature of person authorized to sign)				BY _____ (Signature of Contracting Officer)		18-Dec-2003	

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

The following items are applicable to this modification:CONTINUATION PAGE

1. The following questions and answers concerning the subject solicitation are hereby provided:

Question #1: Section L, IHD 195 – Section L Proposal Requirements (Apr 1997) (NSWC/IHD) states, “The offeror shall not provide more than three supporting narratives for any experience area called out in the Experience Matrix.” Is it the Government’s intention to limit each team to three contract references or can each prime and each subcontractor provide three references each? Please clarify.

Answer #1: The experience to be evaluated shall be that of the team (Prime and Subcontractor(s)), so it is a cumulative limit of three (3) references.

Question #2: Wage Determination 94-2103 Rev (30) was provided within the solicitation document; however, there are no categories that have been identified as wage determination. In order to ensure an appropriately cost bid, this offeror requests the Government to provide a cross-reference between the Personnel Labor Categories to specific Wage Determination Schedule Labor Categories.

Answer #2: The Government will not provide a cross-reference between the Personnel Labor Categories and Wage Determination Schedule Labor Categories. It is up to each offeror to determine which, if any, proposed personnel are subject to the Service Contract Act and therefore covered under the referenced Wage Determination.

Question #3: Section C, clause IHD 17 Personnel Qualifications (Minimum) NAVSEA/IHD (Feb 2000) provides a list of all personnel labor categories and identified the following six categories as Key: Program Manager, Senior Design Engineer, Senior Management Analyst, Financial/Budget Analyst, Senior Library Technician, Labor Relation Specialist. Section L, clause IHD 195 provides a list of categories for which resumes are to be supplied for the following five Key categories: Program Manager, Senior Design Engineer, EOD Technician, Senior Library Technician, Radiography Technician. Please clarify which categories are Key that require resumes to be provided. Additionally, if Radiography Technician is a Key category, please provide education and work description requirements, as this category does not appear in the Section C Personnel Qualifications list.

Answer #3: Please see amendment 0001 to the subject solicitation. The education requirements for the radiography technician are contained in the matrix provided in clause IHD 17.

Question #4: The personnel qualifications provided in Section C include an Administrative Assistance category, however, the pricing table in Section L does not. Additionally, Section C references a Procurement Specialist and Section L references a Procurement Analyst. Please clarify as to whether or not the Administrative Assistance category should be included in the pricing table. Additionally, please provide the correct title for the Procurement Analyst/Specialist category.

Answer #4: Please see amendment 0001 to the subject solicitation. In addition, the correct title is Procurement Analyst, not Procurement Specialist. The title in clause IHD 17 has been corrected.

2. A revised version of clause IHD 17 can be found at the end of this amendment. The changes to the clause are in bold.

3. All other terms and conditions remain unchanged.
4. For additional information, contact Jessica Maddox at 301-744-6614.

IHD 17 - Personnel Qualifications (Minimum) NAVSEA/IHD (FEB 2000)

(a) Personnel assigned to or utilized by the Contractor in the performance of this contract shall, as a minimum, meet the experience, educational, or other background requirements set forth below and shall be fully capable of performing in an efficient, reliable, and professional manner. If the offeror does not identify the labor categories listed below by the same specific title, then a cross-reference list should be provided in the offeror's proposal identifying the difference.

(b) The Government will review resumes of Contractor personnel proposed to be assigned, and if personnel not currently in the employ of Contractor, a written agreement from the potential employee to work will be part of the technical proposal.

(c) If the Ordering Officer questions the qualifications or competence of any person performing under the contract, the burden of proof to sustain that the person is qualified as prescribed herein shall be upon the Contractor.

(d) The Contractor must have the personnel, organization, and administrative control necessary to ensure that the services performed meet all requirements specified in delivery orders. The work history of each Contractor employee shall contain experience directly related to the tasks and functions to be assigned. The Ordering Officer reserves the right to determine if a given work history contains necessary and sufficiently detailed, related experience to reasonably ensure the ability for effective and efficient performance.

Labor Category	Education	Description
Program Manager (Key) (T/S required)	Master's Degree	MS in an engineering, scientific, or technical discipline. At least six years of progressively responsible experience is required in program management preferably of EOD, naval weapons or ordnance systems. Proven expertise in the management and control of budgets, resources and personnel must also be shown. The PM shall have a minimum four years demonstrated capability in the overall management of contracts of this type and complexity. A BS and an addition 3 years of demonstrated capability in overall Program Management experience may substitute for a MS degree.
Senior Scientist	Ph.D.	PHD is required in a scientific, technical, or other appropriate discipline. At least six years experience in the design, development and evaluation of scientific programs, preferably related to weapons systems, ordnance, or associated equipment. Five years of progressive responsibility functioning as a technical team leader responsible for specific technical duties related to the disciplines cited herein. Experience must also be demonstrated as a project manager, at a minimum to the task leader level, including control of personnel, material and budget.
Scientist	Master's Degree	A MS is required in a scientific, technical, or related discipline. At least four years in the design, development and evaluation of scientific programs, preferably related to weapons systems, ordnance, or associated equipment. Three years of progressive responsibility functioning as a technical team leader responsible for specific technical duties related to the disciplines cited herein. Experience must also be demonstrated as a project manager, at a minimum to the task leader level, including control of personnel, material and budget. A BS degree and an additional eight years of experience may substitute for a MS degree.

Senior Software Engineer	Bachelor's Degree	A BS/BA is required in computer and information systems, programming, or related discipline. An advanced degree is desirable. At least six years experience in the design, development and evaluation of computer and software applications, preferably related to naval systems. Three years of progressive responsibility functioning as a technical team leader responsible for specific technical duties related to the duties and disciplines cited herein. Experience must also be demonstrated as a project manager, at a minimum to the task leader level, including control of personnel, material and budget. Equivalent relevant technical certification or an additional six years of experience may substitute for a degree.
Software Engineer	Bachelor's Degree	A BS/BA is required in computer and information systems, programming, or related discipline. An advanced degree is desirable. At least three years experience in the design, development and evaluation of computer and software applications, preferably related to naval systems. Two years of progressive responsibility on a development, evaluation or test team with specific duties related to the disciplines cited herein. Equivalent relevant technical certification or an additional six years of experience may substitute for a degree.
Junior Software Engineer	Associate's Degree	An AS/AA is required in computer and information systems, programming, or related discipline. A bachelor's degree is desirable. At least one year experience in the design, development and evaluation of computer and software applications, preferably related to naval systems. An equivalent technical certification or high school diploma, and an additional two years of experience may substitute for the degree. An AS/AA is required in computer and information systems, programming, or related discipline. A bachelor's degree is desirable. At least one year experience in the design, development and evaluation of computer and software applications, preferably related to naval systems. An equivalent technical certification or high school diploma, and an additional two years of experience may substitute for the degree.
Web Applications Developer	Bachelor's Degree	A BS/BA is required in computer or information systems, programming, or related discipline. An advanced degree is desirable. At least three years experience in the design, development and evaluation of web-based software applications, preferably related to naval systems. Two years of progressive responsibility on a development, evaluation or test team with specific duties related to the disciplines cited herein. Equivalent relevant technical certification or an additional six years of experience may substitute for a degree.
Senior Engineer	Master's Degree	MS is required in an engineering, technical, or other appropriate discipline. At least eight years experience in the design, development and evaluation of engineering programs, preferably related to weapons systems, ordnance, or associated equipment. Five years of progressive responsibility functioning as a engineering team leader responsible for specific technical duties related to the

		disciplines cited herein. Three years experience must also be demonstrated as a project manager, at a minimum to the task leader level, including control of personnel, material and budget. An additional six years of experience may substitute for the advanced degree.
Engineer	Bachelor's Degree	BS is required in an engineering, technical, or other appropriate discipline. At least four years experience in the design, development and evaluation of engineering programs, preferably related to weapons systems, ordnance, or associated equipment. Two years of progressive responsibility functioning on an engineering team with technical duties related to the disciplines cited herein.
Senior Design Engineer (Key)	Bachelor's Degree	BS is required in an engineering, technical, or other appropriate discipline. At least 5 years experience using computer-based 2D and 3D applications in the design of engineered systems and components, preferably related to weapons systems, ordnance, or associated equipment. Seven years of progressive responsibility providing design support to engineering teams. An additional six years of experience may substitute for the degree.
Design Engineer	Bachelor's Degree	BS is required in an engineering, technical, or other appropriate discipline. At least 3 years experience using computer-based 2D and 3D applications in the design of engineered systems and components, preferably related to weapons systems, ordnance, or associated equipment. Three years of progressive responsibility providing design support to engineering teams. An additional six years of experience may substitute for the degree.
Senior Intel Analyst (T/S Required)	Bachelor's Degree	BS/BA is required in political science, international affairs or other intelligence related field. An advanced degree is preferred. A minimum of 10 years in positions of increasing responsibility providing analysis in multi-agency intelligence field, preferably related to ordnance and weapon systems. Six years additional experience may substitute for the degree.
Intel Analyst	Associate's Degree	AS/AA is business, management, computer and information systems or related field. A bachelor's degree is preferred. A minimum of 2 years as an analyst in multi-agency intelligence field, preferably related to ordnance and weapon systems. A high school diploma or equivalent certification and two additional year of experience may substitute for the degree.
Procurement Analyst	Bachelor's Degree	BS/BA in business, management or related field and eight years in acquisition. Advanced degree preferred. Process knowledge of both the regulations of Government procurement as well as commercial acquisition.
Quality Assurance Specialist	Bachelor's Degree	BS/BA is required in engineering, engineering management, or other appropriate technical discipline. At least four years experience in the quality assurance field, preferably involved with weapons systems, ordnance, or associated equipment. Eight years of progressive responsibility functioning on an engineering or production team with specific technical duties related to the disciplines cited herein, with a minimum of five years as a quality control manager. Formal QA certifications or an additional six years of experience may

		substitute for the degree.
Senior Management Analyst	Bachelor's Degree	BS/BA is required in business administration, management, computer/information systems, or other relevant fields. Advanced degree is preferred. Six years experience in analyzing, managing and improving major aspects of organizational processes and functions. Six years of additional experience may substitute for the degree.
Management Analyst	Associate's Degree	AS/AA is required in business administration, management, computer/information systems, or other relevant fields, plus two years experience in analyzing, managing and improving aspects of organizational processes and functions. Two additional years of relevant experience may substitute for the degree.
Program Analyst	Bachelor's Degree	BS/BA in business, management, computer/information systems, force protection or other relevant field and a minimum of five years experience in related discipline. Has experience in program management, workload planning, resource allocation, evaluation of current and projected operations, and evaluation of current and projected programs. Either associates degree and three years of additional experience, or six additional years of relevant experience may substitute for degree.
Junior Program Analyst	Associate's Degree	AS/AA in business, management, computer/information systems or other relevant field and a minimum of two years experience in related discipline. Has experience in program management, workload planning, resource allocation, evaluation of current and projected operations, and evaluation of current and projected programs. Two years of additional experience may substitute for degree.
Senior Financial/Budget Analyst	Bachelor's Degree	BS/BA in business, accounting, finance or related discipline and a minimum of two years experience performing various cost projection and analysis functions such as tracking cost information, maintaining historical data records, and providing out-year cost estimates. Cost analysis experience of at least one year is desirable as well as capability to operate/maintain detailed cost analysis programs. Associate's degree plus two additional years of experience or an additional 4 years of experience, related to disciplines cited herein may be substituted for the BS degree.
Financial/Budget Analyst	Associate's Degree	AS/AA in business, accounting, finance or related discipline and a minimum of one year experience performing various cost projection and analysis functions such as account data entry, tracking cost information and maintaining historical data records. Capability to operate/maintain detailed cost analysis programs is desirable. An additional 2 years of experience, related to disciplines cited herein may be substituted for the degree.
EOD Technician (T/S required) (Key)	Bachelor's Degree	BS/BA is required in science, engineering, management or other pertinent field. A Senior EOD qualification is also required. Five years experience performing a variety of EOD tasks with a minimum Three years as an EOD manager. Associate's degree and two additional years of EOD experience, or total of five additional years of EOD experience may substitute for bachelor's degree. T/S required
Senior Library Technician	Associate's Degree	AA/AS is required in Library Science, Computer Science,

(Key)		Management or other pertinent field. Four (4) years experience with document processing or information management systems and an understanding of standard library operation and procedures. Includes experience using a variety of PC software packages to the extent that documents/files can be generated, printed, archived, and retrieved. Must possess accurate data entry skills with a typing speed of 35 WPM. Ability to prioritize and perform a variety of jobs by evaluating immediate customer needs and the long-term significance of tasks. Experienced in dealing with customers and in coordinating the tasks and workflow of others. An additional two years experience may be substituted for an associate degree.
Library Technician	HS Diploma	Includes experience in performing tasks using a variety of PC software packages to the extent that documents/files can be generated, printed, archived, and retrieved. Must possess accurate data entry skills with a typing speed of 35 WPM.
Senior Documentation Specialist	Bachelor's Degree	BS/BA in journalism, English, technical writing, or related disciplines and a minimum of three years in document development field, including writing and production of scientific, technical, engineering, investigative, or other professional materials where an understanding of the basic concepts and practices in the field, knowledge of its specialized vocabulary, and the ability to identify and acquire additional material is needed. Also, progressively responsibility must be demonstrated with equipment and software, systems and devices related to publication development work. An additional six years of experience may substitute for degree.
Documentation Specialist	HS Diploma	HS diploma or equivalent and a minimum of three years in document development field, including writing and production of scientific, technical, engineering, investigative, or other professional materials where an understanding of the basic concepts and practices in the field, knowledge of its specialized vocabulary, and the ability to identify and acquire additional material is needed. Also, progressively responsibility must be demonstrated with equipment and software, systems and devices related to publication development work. Completion of college level courses in writing, computer applications, and related subjects are desirable.
Logistician	Bachelor's Degree	BS/BA in acquisition, management, business or other relevant field, plus a minimum eight years experience in logistics disciplines is required. Personnel will have experience with application of processes to ensure effective and economical support for manufacturing or servicing systems and equipment. Personnel will also have knowledge of applicable military standards and processes, analysis of contractual commitments, customer specifications, design changes, and other data to plan, develop and execute logistic programs from conceptual stage through product lifecycle. An associate's degree plus two additional years of experience, or a total of eight additional years of experience may substitute for the degree.
Data Tech	HS Diploma	A HS diploma or equivalent is required. Experience to

		include a minimum of one year in database manipulation using typical application software and one year using industry standard office products to include word processing software and spreadsheets. Technicians will be familiar with concepts and methodologies to compile data from multiple sources, develop databases, maintain data and retrieve/compile data as needed.
Engineering Tech/Tradesman	HS Diploma	A HS Diploma or equivalent is desired. Four years experience and demonstrated ability in a technical field, such as electrician, welder, carpenter, sheet metal worker, machinist, etc. Specialized training/certification may substitute for two years experience.
Illustrator/Graphics Tech	Bachelor's Degree	BS/BA in a technical field, graphic arts or studio arts. Knowledge of illustrating/graphic techniques, including use of industry standard software for creation of graphics, cutaways, images and other visual representations. Familiarity with ordnance and weapons systems is desirable. Associate's degree and two years experience in graphic arts, or six total years of experience in the field may substitute for the degree
Senior Systems Analyst	Bachelor's Degree	BS/BA in Computer Science, Information Systems, Engineering, Business or other related scientific, functional, or technical disciplines. At least six years of working on progressively more complex systems/projects which demonstrate the ability to perform hardware and software design, analysis of computer systems, system solutions and requirements or other responsible work which demonstrates possession of the abilities and aptitudes required to perform specific technical duties related to the disciplines cited herein. A an additional four years of experience, related to disciplines cited herein, may substitute for the degree.
Systems Analyst	Associate's Degree	AS/AA in Computer, Information Systems, Engineering, Business or other related scientific, functional, or technical discipline. At least three years of experience with system installation and intergration of operationing system software, network software and hardware. Experience and ability to participate in all phases of system development including planning, analyse, development, intergration, testing and acceptance. An additional 2 years of experience, related to disciplines cited herein may be substituted for the degree.
Labor Relation Specialist	Master's Degree	MS in Labor Relations, Counseling or related discipline. At least 10 years experience in managing employee and labor relations programs in Federal Agencies. Knowledge of employee and labor relations case law. High degree of skill in dealing with labor union representatives. An additional six years of experience may substitute for a degree.
Radiography Technician (T/S required) (Key)	HS Diploma	Certification as Level II Non Destructive Test (Radiography) inspector in accordance with MIL-STD-410 and/or SNT-TC-1A. Minimum of 320 hours of actual experience in performing industrial radiography using industrial X-ray equipment and a minimum of 320 hours performing industrial radiography using gamma sources. T/S required
Organization Development Specialist	Bachelor's Degree	BS/BA in Business Management or related discipile. Ten years experience in position classification and organizational development, including position management and cost

		benefits analysis in Federal Agencies. Knowledge and experience in designing organizations in the most efficient, effective and economical manner. Requires analytical and evaluative techniques.
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